



# Goods Donation Form for

62-64 Cornhill  
London  
EC3V 3PL

Tel: 020 7398 5510  
Fax: 020 7398 5544

PLEASE DESCRIBE YOUR DONATION IN THE SPACE BELOW <i>(please include details of amounts, condition and estimated original retail value for each item)</i>	ORIGINAL RETAIL VALUE (£ ex VAT)	IKD USE
<i>Please fax as much information about your donation as possible</i>		

- We are able to deliver the donation to your warehouse in Telford\* YES  / NO   
\* PLEASE DO NOT SEND DONATIONS TO THE LONDON OFFICE
- We are not able to deliver so please collect the donation from us^^ YES  / NO   
^^ PLEASE PACKAGE UP AS ECONOMICALLY AS POSSIBLE TO KEEP OUR COSTS DOWN
- We understand you're a charity so we may be able to help with transport costs\*\*YES  / NO   
\*\* DETAILS WILL BE SUPPLIED TO YOU WITHOUT OBLIGATION

Please contact \_\_\_\_\_ Tel. \_\_\_\_\_ to arrange delivery / collection.

Goods location: \_\_\_\_\_

- If you do not wish to have your company name acknowledged on the Goods Available List, sent every month to voluntary organisations, please tick this box - NO
- The goods described above are owned by us and are offered to In Kind Direct 'as is', in usable condition and comply with all legal requirements.
- I look forward to hearing from you whether you wish to accept this donation

We understand and agree that under the Data Protection Act In Kind Direct will hold information about us and may disclose it to third parties as part of its charitable work.

Name:

COMPANY:

Tel:

Fax:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
on behalf of donor company

**First time donor?** Please tell us how you heard about In Kind Direct -

**Please fax this form to IN KIND DIRECT on 020 7398 5544**

*- Thank you for your donation*